



Department of Energy
Washington, DC 20585

JUL 26 2006

MEMORANDUM FOR HEADS OF DEPARTMENTAL ELEMENTS

FROM:

CLAUDIA A. CROSS *[Signature]*
DEPUTY CHIEF HUMAN CAPITAL OFFICER/
DIRECTOR, OFFICE OF HUMAN
CAPITAL MANAGEMENT

MICHAEL C. KANE *[Signature]*
ASSOCIATE ADMINISTRATOR FOR MANAGEMENT &
ADMINISTRATION, NNSA

SUBJECT:

WAIVER OF BI-WEEKLY PAY LIMITATION FOR
DISASTER RELIEF ASSISTANCE

This memorandum addresses the overtime that DOE employees have worked in support of the Federal Emergency Management Agency's (FEMA's) request for employees to assist in disaster relief efforts as a result of Hurricane Katrina. This memorandum also delegates to you the authority to determine the employees performing work in connection with disaster relief efforts and to waive the bi-weekly pay limitation for any future work in support of FEMA for work that is not energy-related. We have confirmed that FEMA will reimburse agencies for their employees' overtime consistent with their agencies' policies and practices, including any waiver of the bi-weekly pay limitation.

Accordingly, as authorized by Title 5, Code of Federal Regulations, Section 550.106, the bi-weekly pay limitation for employees directly engaged in natural disaster relief assistance activities with FEMA is hereby waived. When identified by the head of a Departmental Element, including the National Nuclear Security Administration, or his/her designee, employees engaged in emergency response activities will be subject only to the annual premium pay limitation, which is the higher of the following two rates:

- 1) the rate of basic pay for GS-15, step 10 (including any applicable locality payment, special rate, or similar adjustment); or-
- 2) the rate payable for level V of the Executive Schedule.

To ensure appropriate accountability, organizations that utilize this authority are to report the following information to the Office of Strategic Planning and Vision, Office of Human Capital Management at the time that the payroll staff is notified with the same information: the employee's name and organization, identify the natural disaster(s), provide the expected "from" and "to" dates, and reference this memorandum as the authority. NNSA organizations are to report through Ray Greenberg, Director, Office of Human Resources.



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For questions about this authority, contact either Bruce Murray, Office of Human Capital Management, at bruce.murray@hq.doe.gov or Randy Mazzeo, Office of Human Resources, NNSA at randy.mazzeo@hq.doe.gov.

cc: Human Resources Directors
Directors of Payroll Offices